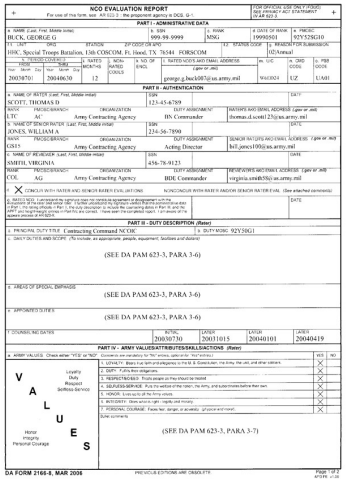
Enlisted Records and Evaluation Center

"Making Things Happen for Soldiers"

NONCOMMISSIONED OFFICER EVALUATION BRANCH



NCO EVALUATION REPORT

For use of this form, see AR 623-3; the proponent agency is DCS, G-1.

PART I - ADMINISTRATIVE DATA

1a. NAME (Last, First, Middle initial)	1b. SSN	1c. RANK	1d. DATE OF RANK	1e. PMOS
BUCK, GEORGE G	999-99-9999	MSG	19990501	92Y/525G10

1f. UNIT	ORG	STATION	ZIP CODE OR APO	1g. STATION CODE	1h. REASON FOR SUBMISSION
HHC, Special Troops Batalion, 13th COSCOM, Ft. Hood, TX 76544		FORSCOM			02/Annual

1i. SERVICE COMPONENT	1j. RATED GRADE	1k. NON-RATED CODES	1l. NO. OF ENCL	1m. RATED NCO'S AND EMAIL ADDRESS (Type or Print)	1n. UIC	1o. 2ND CODE	1p. PSB CODE
Regular Army / Army Reserve / Army National Guard							
20030701 / 20040630	12			george.g.buck0853@us.army.mil	W4CE01	UZ	UA01

PART II - AUTHENTICATION

a. NAME OF RATER (Last, First, Middle initial)	SSN	DATE
SCOTT, THOMAS D	123-45-6789	

RATER: PAY/GS GRADE/RANK	ORGANIZATION	DUTY ASSIGNMENT	RATER'S NCO EMAIL ADDRESS (Type or Print)
LTC AC	Army Contracting Agency	BN Commander	thomas.d.scott123@us.army.mil

b. NAME OF SENIOR RATER (Last, First, Middle initial)	SSN	DATE
JONES, WILLIAM A	234-56-7890	

RANK	ORGANIZATION	DUTY ASSIGNMENT	SENIOR RATER'S NCO EMAIL ADDRESS (Type or Print)
GS15	Army Contracting Agency	Acting Director	bill.jones1950@us.army.mil

c. NAME OF REVIEWER (Last, First, Middle initial)	SSN	DATE
SMITH, VIRGINIA	456-78-9123	

RANK	PAY/GS GRADE	ORGANIZATION	DUTY ASSIGNMENT	REVIEWER'S NCO EMAIL ADDRESS (Type or Print)
COL	AG	Army Contracting Agency	BDE Commander	virginia.smith55@us.army.mil

X CONCUR WITH RATER AND SENIOR RATER EVALUATIONS — NONCONCUR WITH RATER AND/OR SENIOR RATER EVAL (See attached comments) — DATE

d. NCO'S SGT: I participated by signing (sign for comments as statement of disagreement with the evaluation) in the counseling process. I have read the above entries and understand my overall performance and potential as listed on this form. I have had the opportunity to include the comments above. I have attached DA FORM 4856 to this report. (Optional) I do not wish to make comments. I have attached DA FORM 4856 to this report.

PART III - DUTY DESCRIPTION (Rater)

a. PRINCIPAL DUTY TITLE	b. DUTY MOS
Contracting Command NCOIC	92Y/30G1

c. DAILY DUTIES AND SCOPE (To include, as appropriate, people, equipment, facilities and dollars)

(SEE DA PAM 623-3, PARA 3-6)

d. AREAS OF SPECIAL EMPHASIS

(SEE DA PAM 623-3, PARA 3-6)

e. APPOINTED DUTIES

(SEE DA PAM 623-3, PARA 3-6)

f. DEPLOYED AND DATES	RETURN	ENTER	ENTER
	20030730	20031015	20040101	20040419

PART IV - ARMY VALUES/ATTRIBUTES/SKILLS/ACTIONS (Rater)

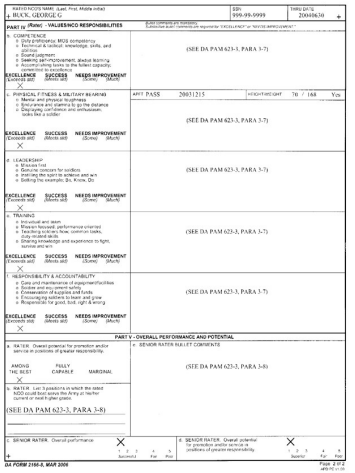
a. ARMY VALUES: Check either "YES" or "NO". Comments are mandatory for "No" entries, optional for "Yes" entries.	YES	NO
1. LOYALTY: Bears true faith and allegiance to the U.S. Constitution, the Army, the unit, and other soldiers.	X	
2. DUTY: Fulfills their obligations.	X	
3. RESPECTING NCO: Treats people as they should be treated.	X	
4. SELFLESS-SERVICE: Puts the welfare of the nation, the Army, and subordinates before their own.	X	
5. HONOR: Lives up to all the Army values.	X	
6. INTEGRITY: Does actions right / rapidly and morally.	X	
7. PERSONAL COURAGE: Faces fear, danger, or adversity (physical and moral).	X	

VALUES: Loyalty, Duty, Respect, Selfless Service, Honor, Integrity, Personal Courage

Enter comments

(SEE DA PAM 623-3, PARA 3-7)

DA FORM 2166-8, MAR 2006 — PREVIOUS EDITIONS ARE OBSOLETE — Page 1 of 2



RATED NCO'S NAME (Last, First, Middle initial): BUCK, GEORGE G — SSN: 999-99-9999 — THRU DATE: 20040630

PART IV (Rater) - VALUES/NCO RESPONSIBILITIES

b. COMPETENCE
- Duty proficiency; MOS competency
- Tactical and technical knowledge, skills, and abilities
- Sound judgment
- Seeking self-improvement; always learning
- Accomplishes tasks to the fullest capacity

EXCELLENCE (Exceeds std) | SUCCESS (Meets std) | NEEDS IMPROVEMENT (Some) | (Marginal)
X

(SEE DA PAM 623-3, PARA 3-7)

c. PHYSICAL FITNESS & MILITARY BEARING — APFT PASS 20031215 — HEIGHT/WEIGHT 70 / 168 Yes
- Mental and physical toughness
- Military appearance; looks as to the distance
- Displaying self-confidence and enthusiasm; looks like a soldier

EXCELLENCE (Exceeds std) | SUCCESS (Meets std) | NEEDS IMPROVEMENT (Some) | (Marginal)
X

(SEE DA PAM 623-3, PARA 3-7)

d. LEADERSHIP
- Motivates role
- Genuine concern for soldiers
- Develops the spirit to achieve and win
- Setting the example; [ex. Knock, Do]

EXCELLENCE (Exceeds std) | SUCCESS (Meets std) | NEEDS IMPROVEMENT (Some) | (Marginal)
X

(SEE DA PAM 623-3, PARA 3-7)

e. TRAINING
- Individual and team
- Mission-focused; performance-oriented
- Realistic, safe, innovative, common tasks, high-standard drills
- Sharing knowledge and experience to fight, survive and win

EXCELLENCE (Exceeds std) | SUCCESS (Meets std) | NEEDS IMPROVEMENT (Some) | (Marginal)
X

(SEE DA PAM 623-3, PARA 3-7)

f. RESPONSIBILITY & ACCOUNTABILITY
- Care and maintenance of equipment/facilities
- Safety of soldiers and equipment
- Conservation of supplies and funds
- Encouraging soldiers to learn and grow
- Responsible for good, bad, right & wrong

EXCELLENCE (Exceeds std) | SUCCESS (Meets std) | NEEDS IMPROVEMENT (Some) | (Marginal)
X

(SEE DA PAM 623-3, PARA 3-7)

PART V - OVERALL PERFORMANCE AND POTENTIAL

a. RATER: Overall potential for promotion and/or service in positions of greater responsibility.

AMONG THE BEST | FULLY CAPABLE | MARGINAL
X

(SEE DA PAM 623-3, PARA 3-8)

b. RATER: List 3 positions in which the rated NCO could best serve the Army at his/her current or next higher grade.

(SEE DA PAM 623-3, PARA 3-8)

c. SENIOR RATER: Overall performance — 1 (Bottom) | 2 | 3 | 4 | 5 (Top)

d. SENIOR RATER: Overall potential for promotion and/or service in positions of greater responsibility. — 1 (Bottom) | 2 | 3 | 4 | X 5 (Top)

DA FORM 2166-8, MAR 2006 — Page 2 of 2

WEB Training Brief

Online NCO-ER 2006

Army Regulation 623-3

- **Army Pamphlet 623-3**
  15 May 2006

- **UNCLASSIFIED**
- **Personnel Evaluation**
- **Evaluation Reporting System**

(Chapter 3 - NCO-ERs)

Purpose Of
DA Pamphlet 623-3

- The focus of Pamphlet 623-3 is on the rating chain's adherence to Evaluation Reporting System (ERS) requirements at any level.

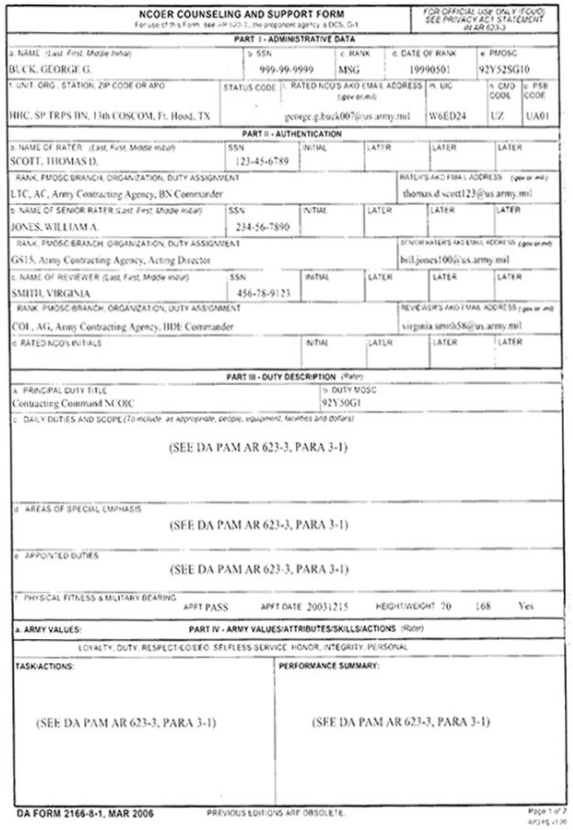
Who is Responsible for the NCO-ER

- **Senior raters, or the senior rater's representative, regardless of component (Active, United States Army Reserve, or Army National Guard of the United States) are required to assure compliance with standards of preparing and forwarding evaluations prescribed by the pamphlet, AR 623-3 , which is available at http://www.apd.army.mil , and The Army, G-1 Personnel Planning Guidance published for each operation is available at http://www.odscper.army.mil/personnelplans/policies.**

Evaluation Reporting System (ERS)

- The ERS largely determines the quality of the rated Soldier, the selection of future Army leaders, and the course of the individual officer and NCO careers. It also supports many current Army and Joint personnel management programs.

COUNSELING FORM DA 2166-8-1



NCOER COUNSELING AND SUPPORT FORM
For use of this Form, see AR 623-3; the proponent agency is DCS, G-1

FOR OFFICIAL USE ONLY (FOUO)
SEE PRIVACY ACT STATEMENT IN AR 623-3

PART I - ADMINISTRATIVE DATA

a. NAME (Last, First, Middle Initial)	b. SSN	c. RANK	d. DATE OF RANK	e. PMOSC
BUCK, GEORGE G.	999-99-9999	MSG	19990501	92Y52SG10

f. UNIT, ORG., STATION, ZIP CODE OR APO	STATUS CODE	g. RATED NCO'S AKO E-MAIL ADDRESS (.gov or .mil)	h. UIC	i. CMD CODE	j. PSB CODE
HHC, SP TRPS BN, 13th COSCOM, Ft. Hood, TX		george.g.buck007@us.army.mil	W6ED24	UZ	UA01

PART II - AUTHENTICATION

a. NAME OF RATER (Last, First, Middle Initial)	SSN	INITIAL	LATER	LATER	LATER
SCOTT, THOMAS D.	123-45-6789				

RANK, PMOSC BRANCH, ORGANIZATION, DUTY ASSIGNMENT	RATER'S AKO E-MAIL ADDRESS (.gov or .mil)
LTC, AC, Army Contracting Agency, BN Commander	thomas.d.scott123@us.army.mil

b. NAME OF SENIOR RATER (Last, First, Middle Initial)	SSN	INITIAL	LATER	LATER	LATER
JONES, WILLIAM A.	234-56-7890				

RANK, PMOSC BRANCH, ORGANIZATION, DUTY ASSIGNMENT	SENIOR RATER'S AKO E-MAIL ADDRESS (.gov or .mil)
GS15, Army Contracting Agency, Acting Director	bill.jones100@us.army.mil

c. NAME OF REVIEWER (Last, First, Middle Initial)	SSN	INITIAL	LATER	LATER	LATER
SMITH, VIRGINIA	456-78-9123				

RANK, PMOSC BRANCH, ORGANIZATION, DUTY ASSIGNMENT	REVIEWER'S AKO E-MAIL ADDRESS (.gov or .mil)
COL, AG, Army Contracting Agency, IBDE Commander	virginia.smith58@us.army.mil

d. RATED NCO'S INITIALS	INITIAL	LATER	LATER	LATER

PART III - DUTY DESCRIPTION (Rater)

a. PRINCIPAL DUTY TITLE	b. DUTY MOSC
Contracting Command NCOIC	92Y30G1

c. DAILY DUTIES AND SCOPE (To include, as appropriate, people, equipment, facilities and dollars)
(SEE DA PAM AR 623-3, PARA 3-1)

d. AREAS OF SPECIAL EMPHASIS
(SEE DA PAM AR 623-3, PARA 3-1)

e. APPOINTED DUTIES
(SEE DA PAM AR 623-3, PARA 3-1)

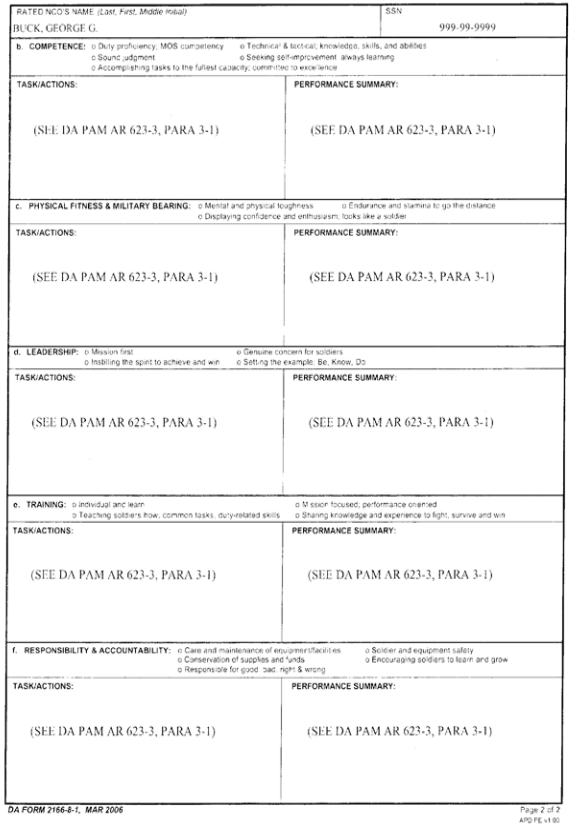
f. PHYSICAL FITNESS & MILITARY BEARING: APFT PASS | APFT DATE: 20031215 | HEIGHT/WEIGHT: 70 | 168 | Yes

PART IV - ARMY VALUES/ATTRIBUTES/SKILLS/ACTIONS (Rater)

a. ARMY VALUES: LOYALTY, DUTY, RESPECT/EO/EEO, SELFLESS-SERVICE, HONOR, INTEGRITY, PERSONAL

TASK/ACTIONS:	PERFORMANCE SUMMARY:
(SEE DA PAM AR 623-3, PARA 3-1)	(SEE DA PAM AR 623-3, PARA 3-1)

DA FORM 2166-8-1, MAR 2006 — PREVIOUS EDITIONS ARE OBSOLETE. — Page 1 of 2 — APD PE v1.00



RATED NCO'S NAME (Last, First, Middle Initial): BUCK, GEORGE G. | SSN: 999-99-9999

b. **COMPETENCE:** o Duty proficiency; MOS competency o Technical & tactical knowledge, skills, and abilities
o Sound judgment o Seeking self-improvement always learning
o Accomplishing tasks to the fullest capacity; committed to excellence

TASK/ACTIONS:	PERFORMANCE SUMMARY:
(SEE DA PAM AR 623-3, PARA 3-1)	(SEE DA PAM AR 623-3, PARA 3-1)

c. **PHYSICAL FITNESS & MILITARY BEARING:** o Mental and physical toughness o Endurance and stamina to go the distance
o Displaying confidence and enthusiasm; looks like a soldier

TASK/ACTIONS:	PERFORMANCE SUMMARY:
(SEE DA PAM AR 623-3, PARA 3-1)	(SEE DA PAM AR 623-3, PARA 3-1)

d. **LEADERSHIP:** o Mission first o Genuine concern for soldiers
o Instilling the spirit to achieve and win o Setting the example: Be, Know, Do

TASK/ACTIONS:	PERFORMANCE SUMMARY:
(SEE DA PAM AR 623-3, PARA 3-1)	(SEE DA PAM AR 623-3, PARA 3-1)

e. **TRAINING:** o Individual and team o Mission focused; performance oriented
o Teaching soldiers how, common tasks, duty-related skills o Sharing knowledge and experience to fight, survive and win

TASK/ACTIONS:	PERFORMANCE SUMMARY:
(SEE DA PAM AR 623-3, PARA 3-1)	(SEE DA PAM AR 623-3, PARA 3-1)

f. **RESPONSIBILITY & ACCOUNTABILITY:** o Care and maintenance of equipment/facilities o Soldier and equipment safety
o Conservation of supplies and funds o Encouraging soldiers to learn and grow
o Responsible for good, bad, right & wrong

TASK/ACTIONS:	PERFORMANCE SUMMARY:
(SEE DA PAM AR 623-3, PARA 3-1)	(SEE DA PAM AR 623-3, PARA 3-1)

DA FORM 2166-8-1, MAR 2006 — Page 2 of 2 — APD PE v1.00

COUNSELING MUST BE DONE

- *Counseling* - Primary focus is on communicating performance standards to the rated NCO. It should specifically let the rated NCO know what is expected during the rating period. The rater shows the rated NCO the rating chain and a complete duty description, discusses the meaning of the values and responsibilities contained on the NCOER, and explains the standards for success. Before the rated NCO departs the counseling session, the rater records key points that were discussed and obtain the rated NCO's initials on the DA Form 2166-8-1

WHEN TO PERFORM COUNSELING?

- **Within the first 30 days of the rating period and later counseling should be done quarterly**
- **The rater uses the DA Form 2166-8-1 to prepare for, conduct, and record results of performance counseling with the rated NCO. Its use is mandatory for counseling all NCOs, CPL through CSM. The purpose of the counseling and support form is to improve performance counseling by providing structure and discipline to the process.**

RETAIN A COPY FOR RECORD

- **The rater will maintain one DA Form 2166-8-1 for each rated NCO until after the NCOER for that period has been approved and submitted to HRC-Indianapolis. For corporals, who do not receive a record NCOER, the counseling and support form will be maintained for one year. There is no regulatory requirement to keep the DA Form 2166-8-1 beyond this time. However, in some cases keeping it for possible future use to support personnel actions may be appropriate**

Purpose and use - DA Form 2166-8 (NCO Evaluation Report)

- ***Purpose.*** **Rating chain members use the DA Form 2166-8 (NCOER) to provide DA with performance and potential assessments of each rated NCO. The DA Form 2166-8 also provides evaluation information to ensure that sound personnel management decisions can be made and that an NCO's potential can be fully developed. See appendix B for Human Resource Center Addresses**

NCO-ER FLOW

RATING OFFICIALS GENERATE NCO-ER

REPORTS REJECTED - CHECK THE EREC NCOER ONLINE REPORTS

ERRORS RETURNED

PERMS (OMBF)

NCO-ER BRANCH (EREC)

PROVIDES FINAL SCREENING

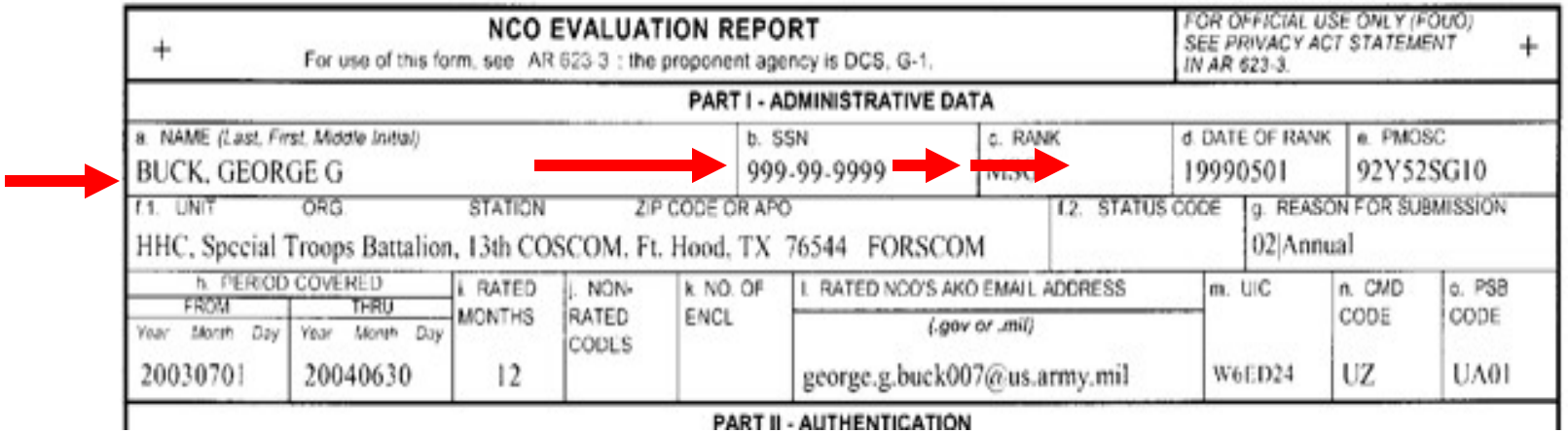
Senor Raters verifies accuracy of FINAL NCO-ER

CONFIRMS REGULATORY COMPLIANCE/FWD TOHRC – Indianapolis (EREC)

ORIGINAL FILED AT HRC - Indianapolis

Preparing - DA Form 2166-8

DA Pam 623-3, chapter 3 – NCOER evaluation forms.



NCOE NCOER Part: Ia.: Enter rated NCO's name (LAST, FIRST, MI, SUFFIX) ALL CAPS

NCOER Part: Ib: Enter rated NCO's SSN (9 digit XXX-XX-XXX)

NCOER Part: Ic: Enter the three-letter abbreviation for the NCO's military rank,

not pay grade (for example, SSG, SFC).

If the rated NCO is frocked to SSG, SGM, or CSM, enter the rank, date of rank, and PMOSC held prior to the frocking action. In addition to the NCO's rank in Part Ic, enter the appropriate frocked rank in parentheses immediately following the rank entry. The entries are SFC (1SG), MSG(SGM), or MSG(CSM).

Part I - Administrative

NCO EVALUATION REPORT

For use of this form, see AR 623-3 ; the proponent agency is DCS, G-1.

FOR OFFICIAL USE ONLY (FOUO)
SEE PRIVACY ACT STATEMENT
IN AR 623-3.

PART I - ADMINISTRATIVE DATA

a. NAME (Last, First, Middle Initial)	b. SSN	c. RANK	d. DATE OF RANK	e. PMOSC
BUCK, GEORGE G	999-99-9999	MSG	19990501	92Y52SG10

f.1. UNIT ORG STATION ZIP CODE OR APO	f.2. STATUS CODE	g. REASON FOR SUBMISSION
HHC, Special Troops Battalion, 13th COSCOM, Ft. Hood, TX 76544 FORSCOM		02|Annual

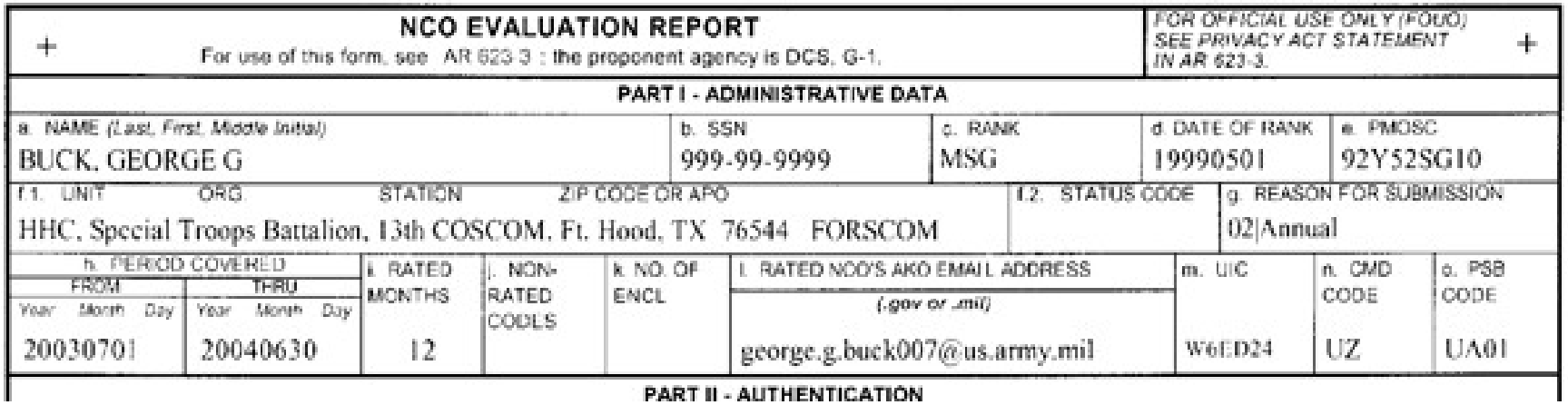
h. PERIOD COVERED FROM (Year Month Day)	h. PERIOD COVERED THRU (Year Month Day)	i. RATED MONTHS	j. NON-RATED CODLS	k. NO. OF ENCL	l. RATED NCO'S AKO EMAIL ADDRESS (.gov or .mil)	m. UIC	n. CMD CODE	o. PSB CODE
20030701	20040630	12			george.g.buck007@us.army.mil	W6ED24	UZ	UA01

PART II - AUTHENTICATION

Date of Rank Id, Enter the rated NCO's date of rank (YYYYMMDD). If the rated NCO is frocked enter the date of rank for the rank held prior to the frocking action

PMOS Ie, Enter up to nine digits of the primary military occupational specialty (MOS) code (for example, 19E30, 42A5MA3, and 18Z5PW9LA). If an NCO does not possess an additional skill identifier or language identifier, only a five digit MOS is entered. An alpha or numeric entry may be used to denote the last digit of the skill level (0 or O).

Part I – Administrative Data



NCO EVALUATION REPORT

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HHC, Special Troops Battalion, 13th COSCOM, Ft. Hood, TX 76544 FORSCOM		02|Annual

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20030701	20040630	12			george.g.buck007@us.army.mil	W6ED24	UZ	UA01

PART II - AUTHENTICATION

Part: If: Unit, Org., Station, Zip Code, or APO and USAR Status Code Enter data in the order listed on the form (for example, HHC, 1st Eng Bn, Fort Riley, KS 66442 (USAR Status Code)). When an NCOER is completed on an NCO at a temporary duty/special duty (TDY/SD/TCS), the TDY/SD unit information may be entered in parentheses in Part If after the required parent unit data if space permits.
If not, the TDY/SD/TCS unit data may be reflected in Part IIIc.

Part I - Administrative

NCO EVALUATION REPORT

For use of this form, see AR 623-3 ; the proponent agency is DCS, G-1.

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HHC, Special Troops Battalion, 13th COSCOM, Ft. Hood, TX 76544 FORSCOM		02|Annual

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20030701	20040630	12			george.g.buck007@us.army.mil	W6ED24	UZ	UA01

PART II - AUTHENTICATION

Reason for Submission Part: Ig: Enter the appropriate report code in the left-hand portion of the block and the type of report title in the right-hand portion of block.

Period Covered Part: Ih: Enter the beginning date in the boxes, using a four-digit numerical identifier for year and a two-digit numerical identifier for month and two digit identifier for the day (for example, 20010903). Enter the Thru date which is the end date of the event causing the report (YYYYMMDD).

Type of Reports

02 Annual report

03 Change of Station

05 Relief for cause

07 60 day Option report

06 Depart Temporary Duty Temporary Change of Station, Special Duty

08 Senior Rater Option

09 Complete the Record

10 Extended annual

Period of Report

- Active Army. An NCO's first report period begins on the effective date of promotion to sergeant, reversion to NCO status after serving as a commissioned or warrant officer for 12 months or more, reentry on active duty after a break in service of 12 months or more, or the date of the ABCMR memorandum that approves reinstatement of a promotion.

Rated Months

NCO EVALUATION REPORT

For use of this form, see AR 623-3 ; the proponent agency is DCS, G-1.

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IN AR 623-3.

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f.1. UNIT ORG STATION ZIP CODE OR APO	f.2. STATUS CODE	g. REASON FOR SUBMISSION
HHC, Special Troops Battalion, 13th COSCOM, Ft. Hood, TX 76544 FORSCOM		02|Annual

h. PERIOD COVERED FROM (Year Month Day)	h. PERIOD COVERED THRU (Year Month Day)	i. RATED MONTHS	j. NON-RATED CODES	k. NO. OF ENCL	l. RATED NCO'S AKO EMAIL ADDRESS (.gov or .mil)	m. UIC	n. CMD CODE	o. PSB CODE
20030701	20040630	12			george.g.buck007@us.army.mil	W6ED24	UZ	UA01

PART II - AUTHENTICATION

- **Rated Months Part:** Ii: Number of Months. The number of rated months is computed by dividing the basic rating period by 30. Do not use the "Period Covered" by the report, subtract all nonrated time. If 15 or more days are left after dividing by 30, they will be counted as a whole month. (For example, 130 days is 4 months and 10 days and is entered as 4 months; 140 days is 4 months and 20 days and is entered as 5 months.)

Non-Rated Code/Enclosures

NCO EVALUATION REPORT

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IN AR 623-3.

PART I - ADMINISTRATIVE DATA

a. NAME (Last, First, Middle Initial)	b. SSN	c. RANK	d. DATE OF RANK	e. PMOSC
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f1. UNIT ORG STATION ZIP CODE OR APO	f2. STATUS CODE	g. REASON FOR SUBMISSION
HHC, Special Troops Battalion, 13th COSCOM, Ft. Hood, TX 76544 FORSCOM		02/Annual

h. PERIOD COVERED FROM (Year Month Day)	h. PERIOD COVERED THRU (Year Month Day)	i. RATED MONTHS	j. NON-RATED CODES	k. NO. OF ENCL	l. RATED NCO'S AKO EMAIL ADDRESS (.gov or .mil)	m. UIC	n. CMD CODE	o. PSB CODE
20030701	[redacted]	12			george.g.buck007@us.army.mil	W6ED24	UZ	UA01

PART II - AUTHENTICATION

Non-Rated Codes: Part: Ij: Enter the appropriate codes from table 3-8. If there were no non-rated periods, leave blank. Entries in Parts Ij are not required for IMA Soldiers not on active duty.

Number of Enclosures: Part: Ik: Enter number of enclosures. If there are no enclosures, enter 0.

Table 3-7. Reason codes for non-rated time

Reason Codes

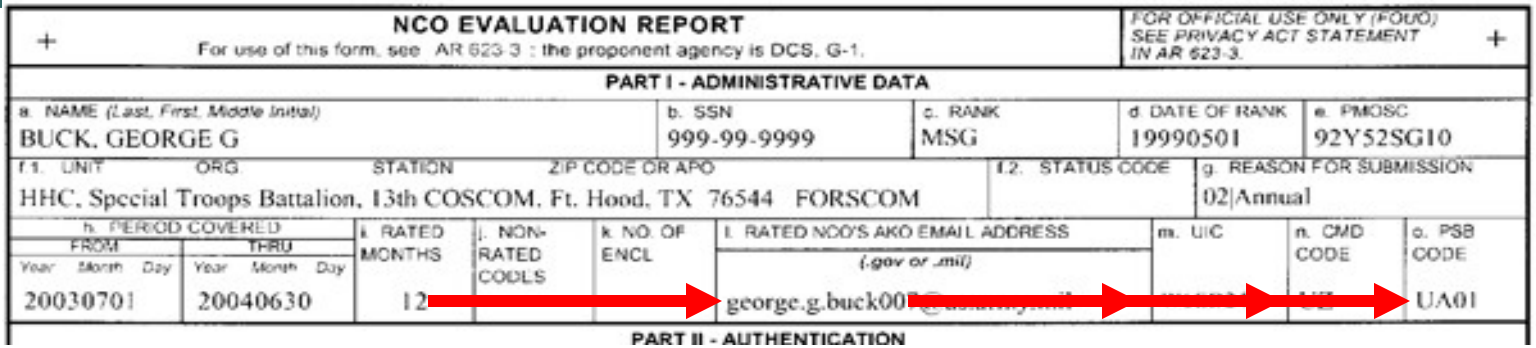
- A - AWOL/Desertion/unsatisfactory participant
- C - Confinement in military or civilian detention facility
- D - Temporary disability retirement list (TDRL)
- E - Leave in excess of 30 days
- F - Under arrest
- I - In transit between duty stations, including leave, permissive temporary duty (PTDY), and temporary duty (TDY)
- M - Missing in Action
- P - Patient (including convalescent leave)
- Q - Lack of rater qualification
- R - New recruiter program
- S - Student at military or civilian school
- T - On TDY/Special Duty (SD)/Temporary Change of Station (TCS) less than 90 calendar days
- W - Prisoner of War
- Z - None of the above

List of Enclosures

- ***Authorized Enclosures:***

1. Non concurrence memo
2. 30 Day waiver
3. Relief for cause for non Army rating officials

Email Addresses/UIC/CC/PSB Code



NCO EVALUATION REPORT

For use of this form, see AR 623-3 : the proponent agency is DCS, G-1.

FOR OFFICIAL USE ONLY (FOUO)
SEE PRIVACY ACT STATEMENT
IN AR 623-3.

PART I - ADMINISTRATIVE DATA

a. NAME (Last, First, Middle Initial)	b. SSN	c. RANK	d. DATE OF RANK	e. PMOSC
BUCK, GEORGE G	999-99-9999	MSG	19990501	92Y52SG10

f1. UNIT ORG STATION ZIP CODE OR APO	f2. STATUS CODE	g. REASON FOR SUBMISSION
HHC, Special Troops Battalion, 13th COSCOM, Ft. Hood, TX 76544 FORSCOM		02|Annual

h. PERIOD COVERED FROM (Year Month Day)	h. PERIOD COVERED THRU (Year Month Day)	i. RATED MONTHS	j. NON-RATED CODLS	k. NO. OF ENCL	l. RATED NCO'S AKO EMAIL ADDRESS (.gov or .mil)	m. UIC	n. CMD CODE	o. PSB CODE
20030701	20040630	12			george.g.buck00			UA01

PART II - AUTHENTICATION

NCO's Email Address: Part: II: Rated NCO's AKO e-mail address

UIC: Part: Im: Unit Identification Code (UIC) Enter the rated NCO's 6 character UIC beginning with "W".

Command Code: Part: In: Enter rated NCO's Command Code (Two digits). Do not use "CC" (Command Code) in this field.

Personnel Service Battalion Code (PSB) Part: Io: Enter four character alphanumeric PSB code of the rated NCO's servicing Administrative Office.

3-5. Part II, authentication

- **The reviewer's signature and date cannot be before the rater or senior rater.**
- **The senior rater's signature and date cannot be before the rater's.**
- **The rated Soldier may not sign or date the report before the rater, senior rater, or reviewer.**

RATING OFFICIALS

- **Part II is for authentication by the rated NCO and rating officials after they have completed their portions of the form at the end of the rating period. To facilitate the rated Soldier signing the NCOER after its completion and signature by the rating officials, the NCOER may be signed and dated by each individual in the rating chain up to 14 days prior to the "thru" date of the report; however the report cannot be forwarded to HQDA until the thru date of the report. See table 3-2 for authentication noncommissioned officer evaluation report instructions.**

AUTHENTICATION

PART II - AUTHENTICATION

a. NAME OF RATER (Last, First, Middle Initial)			SSN		DATE
SCOTT, THOMAS D			123-45-6789		
RANK	PMOSC/BRANCH	ORGANIZATION	DUTY ASSIGNMENT	RATER'S AKO EMAIL ADDRESS (.gov or .mil)	
LTC	AC	Army Contracting Agency	BN Commander	thomas.d.scott123@us.army.mil	
b. NAME OF SENIOR RATER (Last, First, Middle Initial)			SSN		DATE
JONES, WILLIAM A			234-56-7890		
RANK	PMOSC/BRANCH	ORGANIZATION	DUTY ASSIGNMENT	SENIOR RATER'S AKO EMAIL ADDRESS (.gov or .mil)	
GS15		Army Contracting Agency	Acting Director	bill.jones100@us.army.mil	
c. NAME OF REVIEWER (Last, First, Middle Initial)			SSN		DATE
SMITH, VIRGINIA			456-78-9123		
RANK	PMOSC/BRANCH	ORGANIZATION	DUTY ASSIGNMENT	REVIEWER'S AKO EMAIL ADDRESS (.gov or .mil)	
COL	AG	Army Contracting Agency	BDE Commander	virginia.smith58@us.army.mil	
d. X CONCUR WITH RATER AND SENIOR RATER EVALUATIONS			NONCONCUR WITH RATER AND/OR SENIOR RATER EVAL (See attached comments)		
e. RATED NCO: I understand my signature does not constitute agreement or disagreement with the evaluations of the rater and senior rater. I further understand my signature verifies that the administrative data in Part I, the rating officials in Part II, the duty description to include the counseling dates in Part III, and the APFT and height/weight entries in Part IVc are correct. I have seen the completed report. I am aware of the appeals process of AR 623-X.					DATE

Rater: IIa: First Line: LAST, FIRST, MI, SUFFIX - ALL CAPS/SSN (9 digit XXX-XX- XXXX)/Signature/Validation

Second line: Rank, PMOS, Branch, Organization, Duty Assignment/ AKO e-mail address

Enter Rater's AKO Email Address

Rater must sign first followed by the Sr. Rater, then Reviewer and last the NCO

Rater

- Must counsel NCO
- Must be in the first line of supervision
- Minimum of 90 days observing rated NCO
- Must prepare a fair and accurate portrayal of the NCO’s performance and potentials
- Must know how the subordinates they evaluate have performed.
- Forwards NCO-ER to Sr. Rater

Senior Rater

- Must be in the direct line of supervision
- Minimum of 60 days observing rated NCO
- Must prepare a fair and accurate portrayal of the NCO’s performance and potentials
- Ensures required counseling programs and support forms are maintained in their units
- Forward NCO-ER to Reviewer; once completed, forward to HQDA in a timely and accurate manner NLT 60 days past the THRU date

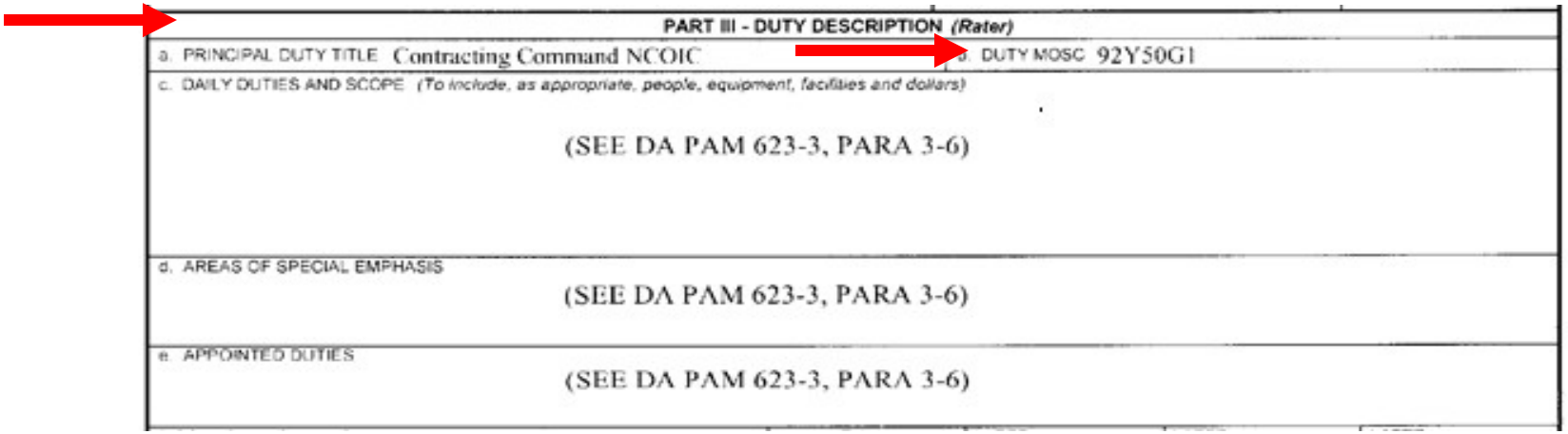
Reviewer

- Must be in the direct line of supervision
- Oversees the entire NCO-ER for accuracy
- Mark non-concur box and provide a non-concur statement if NCO-ER shows inconsistent ratings by Rater and Sr. Rater
- Sign and return the completed evaluation and support forms to the senor rater

Rated NCO

- Verify all administrative data is correct to include the Duty MOSC, duty description, APFT/ height/ weight, counseling dates, and that they saw the completed NCO-ER
- The report reflects the correct rating officials
- Signature shows the NCO is aware of the appeal process and that the signature does not indicate agreement with the ratings

3-6. Part III, duty description



PART III - DUTY DESCRIPTION *(Rater)*

a. PRINCIPAL DUTY TITLE Contracting Command NCOIC

b. DUTY MOSC 92Y50G1

c. DAILY DUTIES AND SCOPE *(To include, as appropriate, people, equipment, facilities and dollars)*

(SEE DA PAM 623-3, PARA 3-6)

d. AREAS OF SPECIAL EMPHASIS

(SEE DA PAM 623-3, PARA 3-6)

e. APPOINTED DUTIES

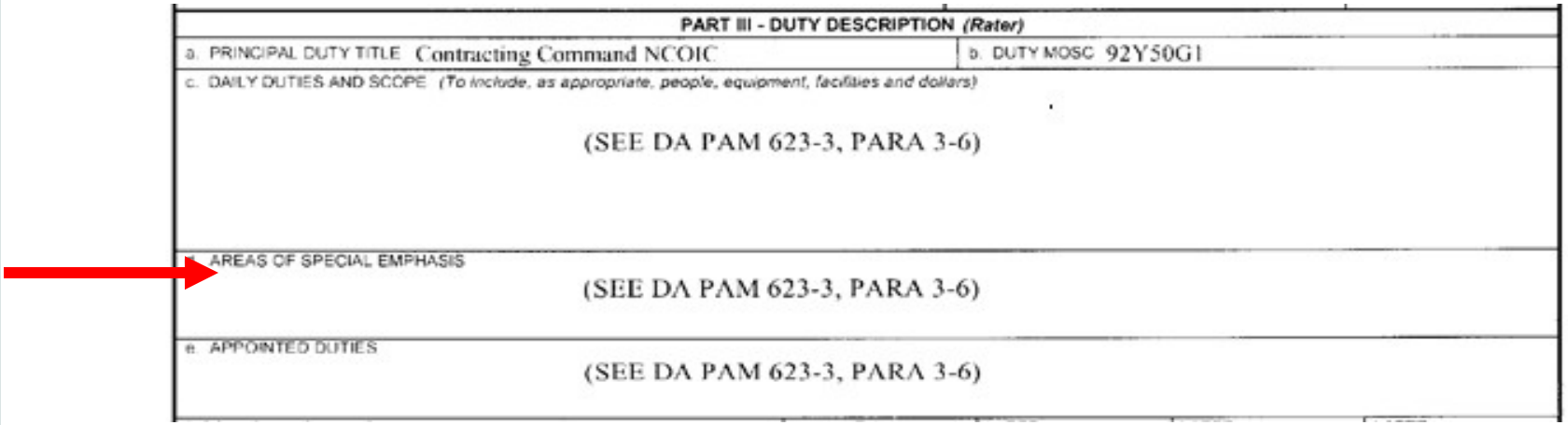
(SEE DA PAM 623-3, PARA 3-6)

- **Principle Duty Title: Part:** IIIa: Enter Principal Duty Title (matched with unit force structure document)
- **Duty MOSC: Part: IIIb: Enter the enlisted DMOS (at least five characters but no more than nine).**

Daily Duties and Scope

- A series of phrases, starting with action words and separated by semicolons and ending in a period.
- Address the most important routine duties and responsibilities
- Include the number of people supervised, equipment, facilities, and dollars involved and any other routine duties and responsibilities critical to mission accomplishment.

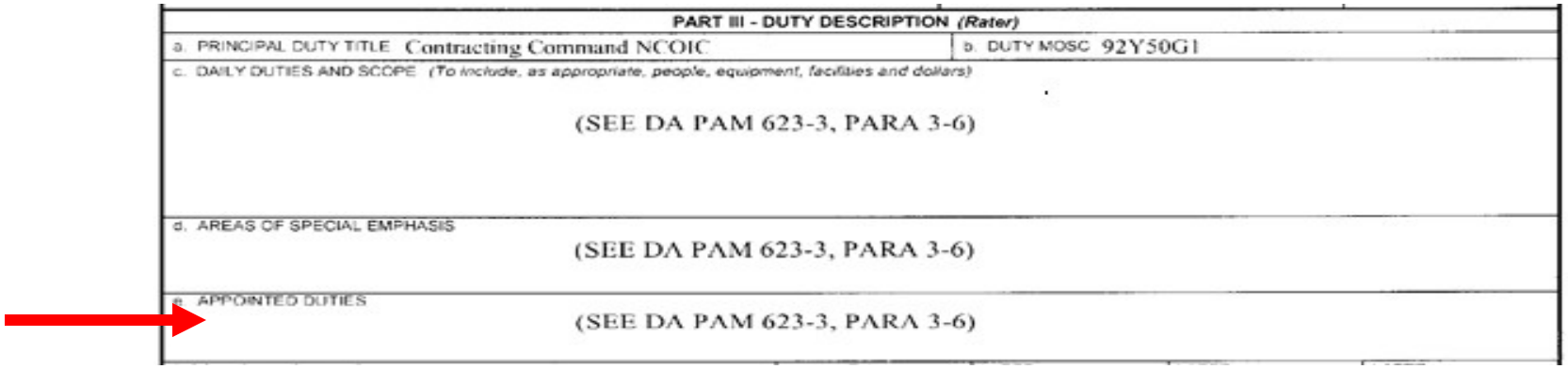
Areas of Special Emphasis



PART III - DUTY DESCRIPTION *(Rater)*	
a. PRINCIPAL DUTY TITLE Contracting Command NCOIC	b. DUTY MOSC 92Y50G1
c. DAILY DUTIES AND SCOPE *(To include, as appropriate, people, equipment, facilities and dollars)* (SEE DA PAM 623-3, PARA 3-6)	
d. AREAS OF SPECIAL EMPHASIS (SEE DA PAM 623-3, PARA 3-6)	
e. APPOINTED DUTIES (SEE DA PAM 623-3, PARA 3-6)	

- Enter areas of special emphasis/appointed duties
- Include a list of tasks/duties separated by semicolons and ending with a period

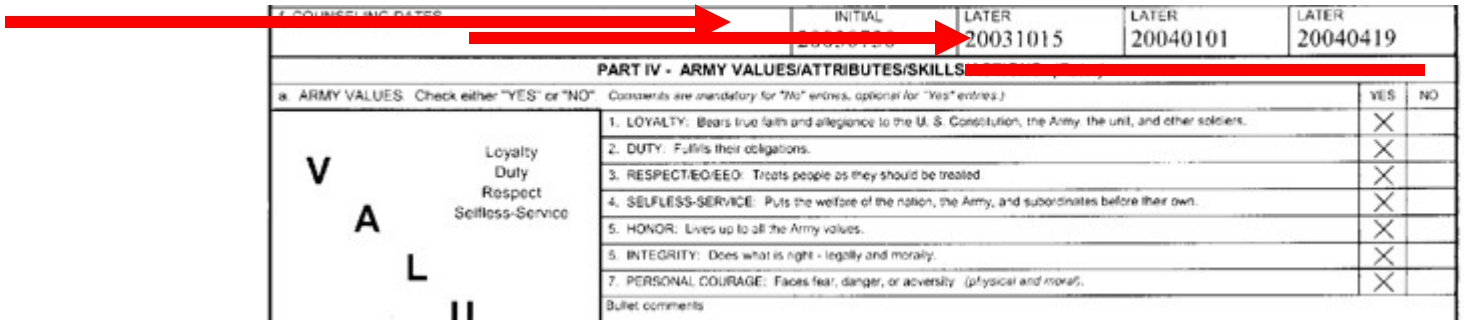
Appointed Duties



PART III - DUTY DESCRIPTION *(Rater)*	
a. PRINCIPAL DUTY TITLE Contracting Command NCOIC	b. DUTY MOSC 92Y50G1
c. DAILY DUTIES AND SCOPE *(To include, as appropriate, people, equipment, facilities and dollars)* (SEE DA PAM 623-3, PARA 3-6)	
d. AREAS OF SPECIAL EMPHASIS (SEE DA PAM 623-3, PARA 3-6)	
e. APPOINTED DUTIES (SEE DA PAM 623-3, PARA 3-6)	

- Duties appointed that are not normally included in the duty description
- Enter the NCO's TOE or TDA assignment and the full-time support titles such as Chief or Firing Battery/Readiness NCO.

Counseling Dates



	INITIAL	LATER	LATER	LATER
		20031015	20040101	20040419

PART IV - ARMY VALUES/ATTRIBUTES/SKILLS

a. ARMY VALUES: Check either "YES" or "NO". *Comments are mandatory for "No" entries, optional for "Yes" entries.*	YES	NO
1. LOYALTY: Bears true faith and allegiance to the U. S. Constitution, the Army, the unit, and other soldiers.	X	
2. DUTY: Fulfills their obligations.	X	
3. RESPECT/EO/EEO: Treats people as they should be treated.	X	
4. SELFLESS-SERVICE: Puts the welfare of the nation, the Army, and subordinates before their own.	X	
5. HONOR: Lives up to all the Army values.	X	
6. INTEGRITY: Does what is right - legally and morally.	X	
7. PERSONAL COURAGE: Faces fear, danger, or adversity (*physical and moral*).	X	
Bullet comments		

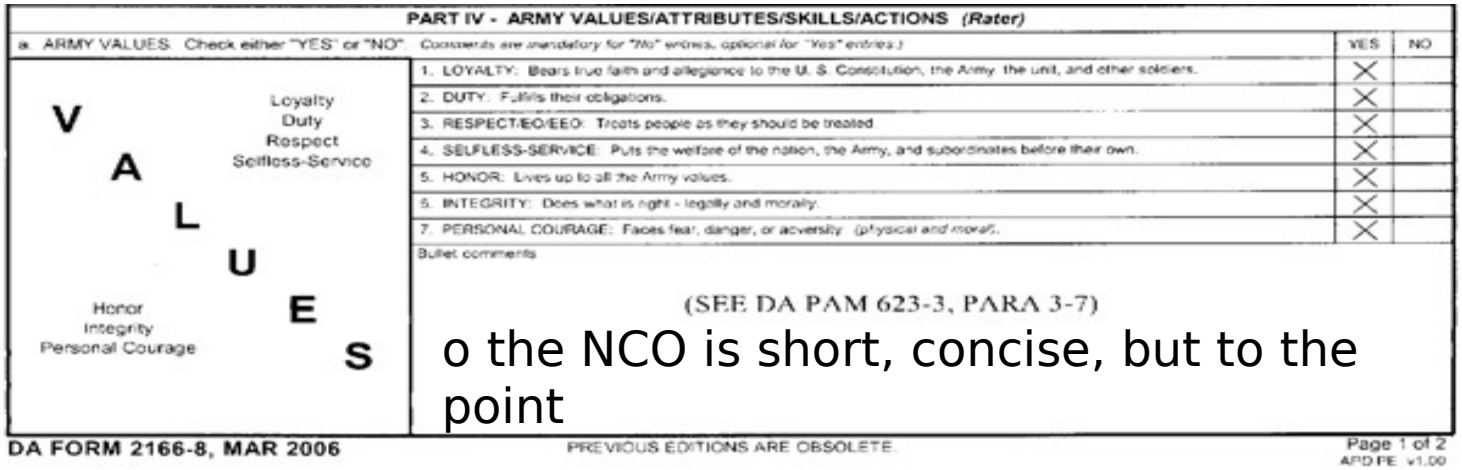
V A L U

Loyalty
Duty
Respect
Selfless-Service

- **Part: IIIf: Enter the actual dates of the initial counseling obtained from the DA Form 2166-8-1 (YYYYMMDD)**

Enter: Enter the actual dates of the later quarterly counseling

Part IV, Army Values/Responsibilities



PART IV - ARMY VALUES/ATTRIBUTES/SKILLS/ACTIONS *(Rater)*

a. ARMY VALUES. Check either "YES" or "NO". *Comments are mandatory for "No" entries, optional for "Yes" entries.)*

	YES	NO
1. LOYALTY: Bears true faith and allegiance to the U. S. Constitution, the Army, the unit, and other soldiers.	X	
2. DUTY: Fulfills their obligations.	X	
3. RESPECT/EO/EEO: Treats people as they should be treated	X	
4. SELFLESS-SERVICE: Puts the welfare of the nation, the Army, and subordinates before their own.	X	
5. HONOR: Lives up to all the Army values.	X	
6. INTEGRITY: Does what is right - legally and morally.	X	
7. PERSONAL COURAGE: Faces fear, danger, or adversity *(physical and moral)*.	X	

V A L U E S
Loyalty
Duty
Respect
Selfless-Service
Honor
Integrity
Personal Courage

Bullet comments

(SEE DA PAM 623-3, PARA 3-7)

o the NCO is short, concise, but to the point

DA FORM 2166-8, MAR 2006 PREVIOUS EDITIONS ARE OBSOLETE. Page 1 of 2 APD PE v1.00

- **Bullet comments must Be short, concise, to the point and address any 'No' markings.**
- **Bullets will not be longer than two lines, preferably one; and no more than one bullet to a line**
- **There must be double-spaces between bullets.**

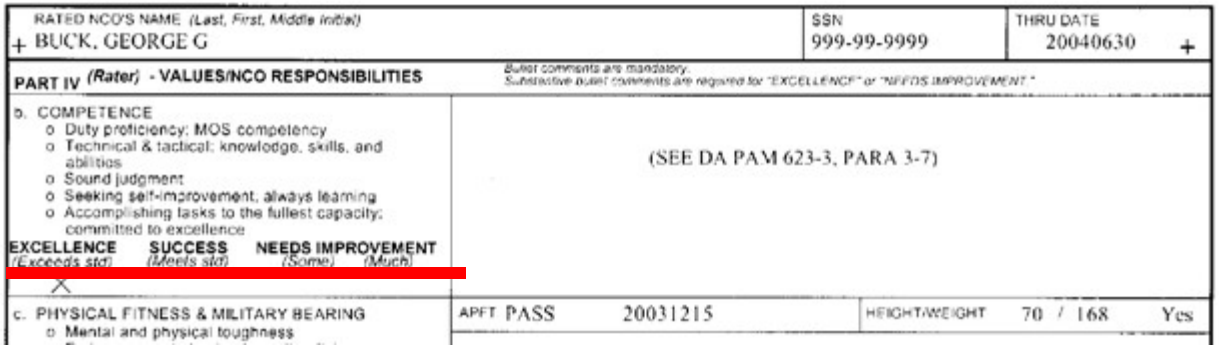
Part IV, Army Values/Responsibilities

- **Army Values: Part:** IVa: The rater will check either a 'yes' or 'no' in the values block (all check marks must be consistent; they all must be either typewritten, handwritten, or entered with a computer). ***Bullet comments are mandatory regardless of the ratings given.*** Mandatory specific bullet comments are required for all 'no' entries. Base each entry on whether the rated NCO 'meets' or 'does not meet' the standard for each particular value. Quantitative and substantiated bullet comments are used to explain any area where rated NCO is particularly strong or needs improvement. A list of the values and their definitions can be found in FM 22-100 .

Continued - Part IV, Army Values/Responsibilities

- Start with action words (verbs) or possessive pronouns (his or her); Personal pronouns he or she may be used; should use 'past' tense when addressing NCO's performance and/or contributions
- Be preceded by a small letter 'o' to designate the start of the comment. Each bullet comment must start with a small letter unless it's a proper noun that is usually capitalized
- be used only once; therefore, the rater must decide under which responsibility the bullet fits best

IVb-f: Values/NCO Responsibilities (Ratings)



RATED NCO'S NAME (Last, First, Middle initial)	SSN	THRU DATE
+ BUCK, GEORGE G	999-99-9999	20040630 +

PART IV (Rater) - VALUES/NCO RESPONSIBILITIES

Bullet comments are mandatory.
Substantive bullet comments are required for "EXCELLENCE" or "NEEDS IMPROVEMENT."

b. COMPETENCE
- o Duty proficiency; MOS competency
- o Technical & tactical; knowledge, skills, and abilities
- o Sound judgment
- o Seeking self-improvement, always learning
- o Accomplishing tasks to the fullest capacity; committed to excellence

(SEE DA PAM 623-3, PARA 3-7)

EXCELLENCE (Exceeds std)	SUCCESS (Meets std)	NEEDS IMPROVEMENT (Some)	(Much)
	X		

c. PHYSICAL FITNESS & MILITARY BEARING
- o Mental and physical toughness

APFT		HEIGHT/WEIGHT		
PASS	20031215		70 / 168	Yes

Rater gives ratings of:

EXCELLENCE

SUCCESS

Or NEEDS IMPROVEMENT

Excellence

- Exceeds standards; demonstrated by specific examples and measurable results; special and unusual; achieved by only a few; clearly better than most others. Examples:

  o received physical fitness badge.

  o qualified entire squad as expert with M-16 and M-60.

  o awarded the Expert Infantryman Badge (EIB

Success

- Meets all standards. Majority of ratings are in this category; fully competitive for schooling and promotion. The goal of counseling is to bring all NCOs to this level. Examples:

o Shares experiences readily, constantly teach Soldiers.

o Constantly seeking to improve, completed three sub-courses during rating period.

o Coached and played on company softball team.

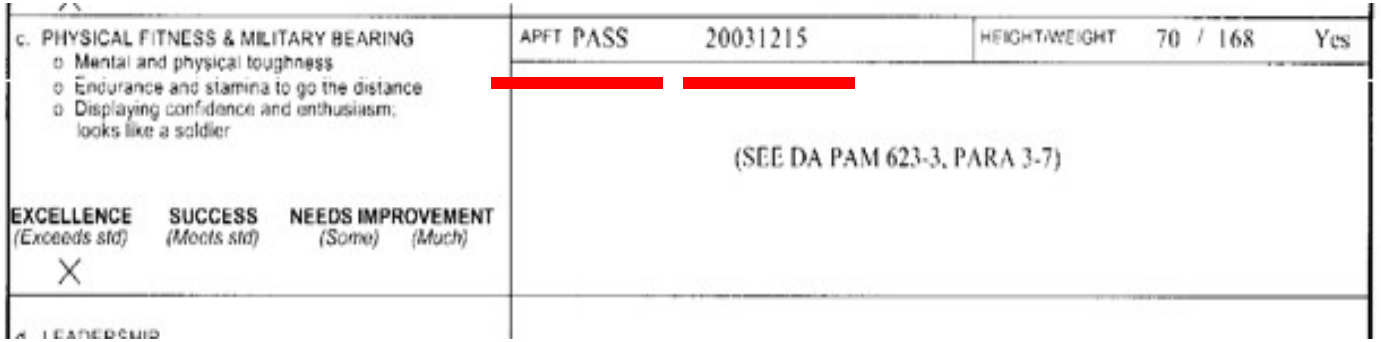
o Established comprehensive cross-training program for his section.

o Their platoon had only one tank on deadline report (for 10 days) during last 11 months.

Needs Improvement

- **Missed meeting some standard (s).**
  Examples:
  - o was often unaware of whereabouts of subordinates.
  - o had the highest deadline rate in the company due to apathy.
  - o unprepared to conduct formal training on three occasions

APFT



c. PHYSICAL FITNESS & MILITARY BEARING o Mental and physical toughness o Endurance and stamina to go the distance o Displaying confidence and enthusiasm; looks like a soldier	APFT PASS 20031215	HEIGHT/WEIGHT 70 / 168 Yes
EXCELLENCE (Exceeds std) X SUCCESS (Meets std) NEEDS IMPROVEMENT (Some) (Much)	(SEE DA PAM 623-3, PARA 3-7)	

The rater will enter one of the following APFT entries: "PASS" or "FAIL".

The rater will enter the date (YYYYMMDD) of the APFT results

Continued - APFT

APFT refers to both the PT test for NCOs without profiles consisting of pushups, sit-ups, and the two-mile run; and the alternate PT test as prescribed by health care personnel for NCOs with permanent profiles who have been cleared to take the alternate PT test.

Profile

If no APFT is taken due to profile, the entry will be: "PROFILE" and the year and month the profile was awarded within a 12 month period. Bulled comment must address if the Profile does/or does not hinder the NCOs performance. NCOs who have a permanent profile and are cleared to take the alternate PT test, do not need the statement "profile does, or does not hinder duty performance

APFT SCORES

Received APFT badge" may be entered as a bullet comment to justify "excellence." The APFT badge is awarded for scores of 270 and above with at least 90 in each of the three events. Numerical scores will be used to justify "needs improvement" ratings that are based solely on the APFT. It is optional to enter the APFT score for success ratings.

Rater’s APFT Mandatory Bullet
Comments

The rater will explain an APFT entry of "FAIL" or "PROFILE." Comments on "FAIL" entries will address reasons for failure and note any progress toward meeting physical fitness standards (see AR 350-1).

Comments on "PROFILE" (both permanent and temporary) will describe the rated NCO's ability to perform assigned duties

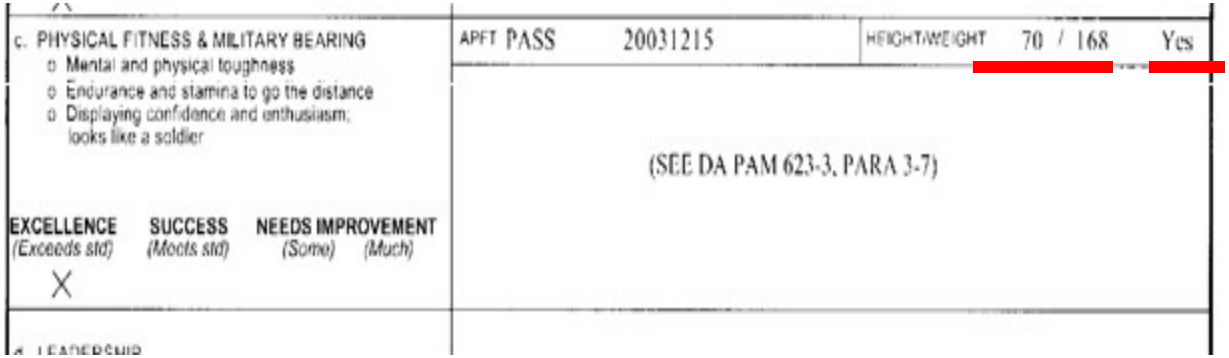
If the APFT has not been taken within twelve months of the THRU date of the report, and Soldier is not on any profile, the APFT data entry will be left blank. The rater will explain the absence of an APFT entry in Part IVc.

Pregnant NCOs who have not taken the APFT within the last 12 months, the rater will enter the following statement in part IVc: Exempt from APFT requirement in accordance with AR 40-501. NOTE: When using the electronic version, the APFT and HT/WT statement will be combined.

APFT - Deployed NCOs

- As directed by the HQDA proponent for Army Physical Fitness Program (APFT), Deputy Chief of Staff G-3, deployed units unable to administer the APFT due to mission or conditions will annotate NCO-ERs with the following statement: "Soldier unable to take the APFT during this period due to deployment for combat operations/contingency operations". NOTE: This does not exclude weight requirements.

Height/Weight



c. PHYSICAL FITNESS & MILITARY BEARING o Mental and physical toughness o Endurance and stamina to go the distance o Displaying confidence and enthusiasm; looks like a soldier	APFT PASS 20031215	HEIGHT/WEIGHT 70 / 168 Yes
EXCELLENCE (Exceeds std) SUCCESS (Meets std) NEEDS IMPROVEMENT (Some) (Much) X	(SEE DA PAM 623-3, PARA 3-7)	

- **Part:** IVc: Enter the rated NCO's verified height and weight (in inches and pounds) as of the unit's last record weigh-in and an entry of "YES " or "NO" to indicate compliance or noncompliance with the provisions of AR 600-9.
- The data will be typed in Part IVc. Example entries are "72/180 YES", or "68/205 NO".

The statement "within body fat standards of AR 600-9" will not be used on evaluation reports

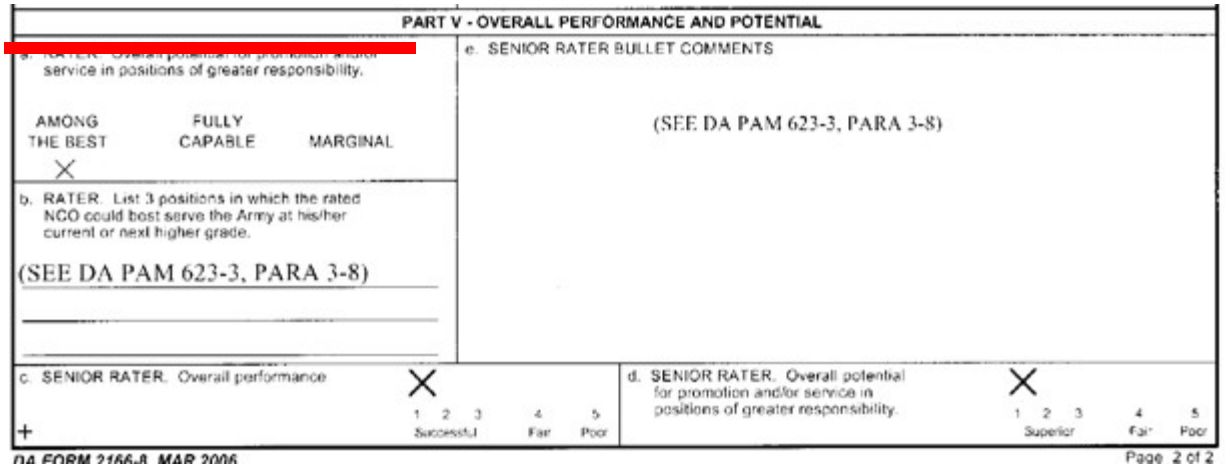
Rater’s HT/WT Mandatory Bullet
Comments

- To explain the absence of the height and weight data.
- To explain any entry of "NO", indicating noncompliance with the standards of AR 600-9. These comments will address the reason for noncompliance. Medical conditions may be cited for noncompliance; however, the 'NO' entry is still required because medical waivers to weight control standards are not permitted for evaluation report purposes. The progress or lack of progress in a weight control program will be indicated.

Ht/Wt Blank Entries

- Unless a valid Profile for the current rating period is in effect, the HT/WT standards of AR 600-9 apply at all times, even when the noncommissioned officer is deployed for combat or contingency operations. **This entry will *not* be left blank.**
- Pregnant NCOs, the entire entry is left blank. The rater will enter the following bullet in Part IVc: "Exempt from weight control standards of AR 600-9." NOTE: When using the electronic version, the APFT and HT/WT statement will be combined. Additionally, rating officials will not use the word "pregnant", or refer to an NCO's pregnancy in any manner when completing an NCOER.

3-8. Part V, Rater's overall performance and potential



PART V - OVERALL PERFORMANCE AND POTENTIAL

service in positions of greater responsibility.

AMONG THE BEST | FULLY CAPABLE | MARGINAL

X

b. RATER. List 3 positions in which the rated NCO could best serve the Army at his/her current or next higher grade.

(SEE DA PAM 623-3, PARA 3-8)

e. SENIOR RATER BULLET COMMENTS

(SEE DA PAM 623-3, PARA 3-8)

c. SENIOR RATER. Overall performance — X — 1 2 3 Successful | 4 Fair | 5 Poor

d. SENIOR RATER. Overall potential for promotion and/or service in positions of greater responsibility. — X — 1 2 3 Superior | 4 Fair | 5 Poor

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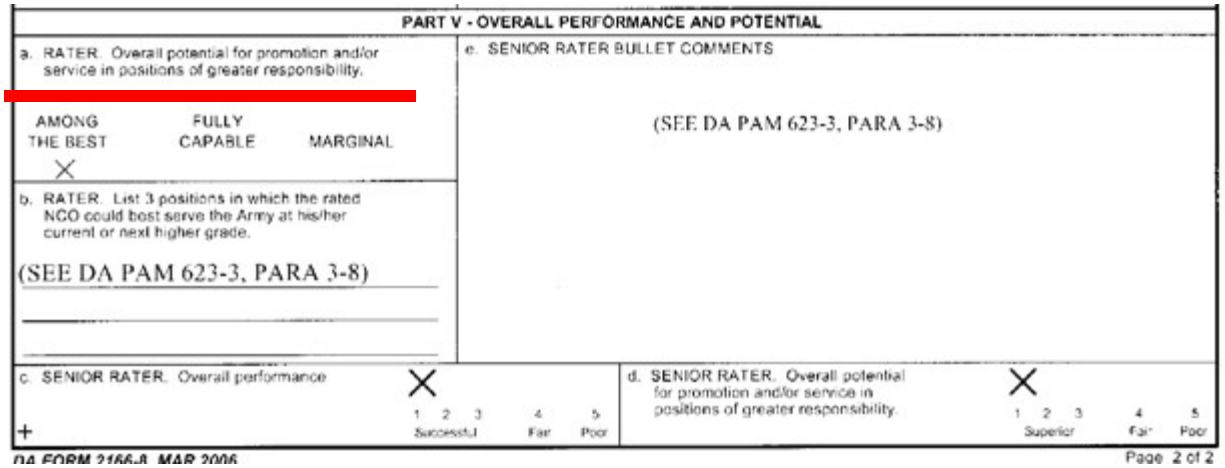
Page 2 of 2

- **Overall Potential:** Va: Rater places a computer generated, typewritten or handwritten (in black ink) "X" in the appropriate box. NCO's receiving one or more "excellence" ratings in Part IVb-f cannot receive a rating of "marginal" or NCOs receiving one or more "needs improvement" ratings in Part IVb-f cannot receive a rating of "among the best". The following definitions will be used when completing Part Va:

Overall Ratings - Rater

- —**Among the best**. NCOs who demonstrated a very good, solid performance and a strong recommendation for promotion and/or service in positions of greater responsibility.
- —**Fully capable.** NCOs who have demonstrated a good performance and strong recommendation for promotion should sufficient allocations be available.
- —**Marginal.** NCOs who demonstrated poor performance and should not be promoted at this time.

3-8. Part V, Rater's overall performance and potential



PART V - OVERALL PERFORMANCE AND POTENTIAL

a. RATER. Overall potential for promotion and/or service in positions of greater responsibility.

AMONG THE BEST | FULLY CAPABLE | MARGINAL

X

b. RATER. List 3 positions in which the rated NCO could best serve the Army at his/her current or next higher grade.

(SEE DA PAM 623-3, PARA 3-8)

e. SENIOR RATER BULLET COMMENTS

(SEE DA PAM 623-3, PARA 3-8)

c. SENIOR RATER. Overall performance

+

1 2 3 Successful | 4 Fair | 5 Poor

X

d. SENIOR RATER. Overall potential for promotion and/or service in positions of greater responsibility.

1 2 3 Superior | 4 Fair | 5 Poor

X

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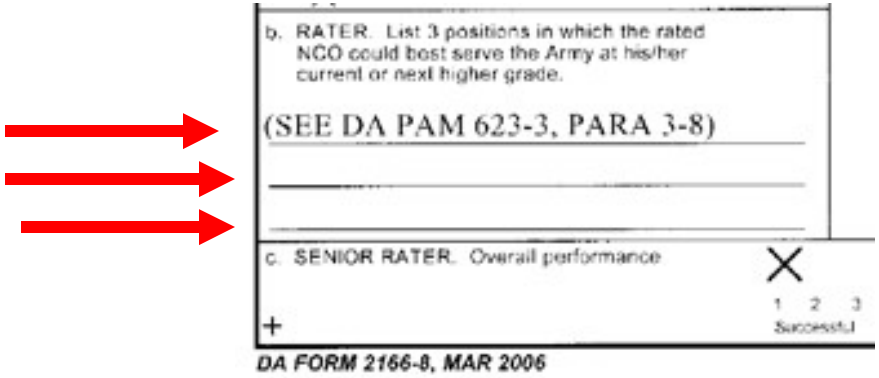
Page 2 of 2

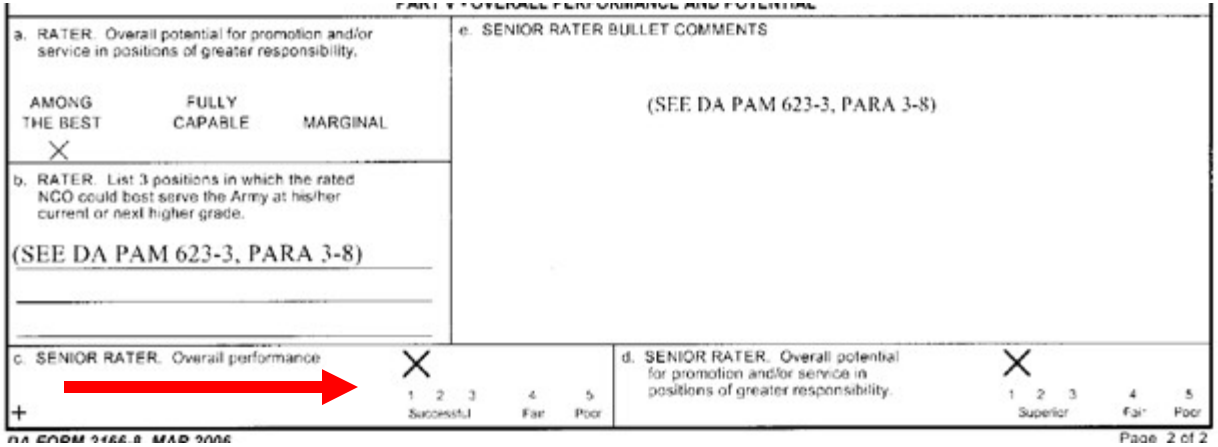
- **Overall Potential:** Va: Rater places a computer generated, typewritten or handwritten (in black ink) "X" in the appropriate box. NCO's receiving one or more "excellence" ratings in Part IVb-f cannot receive a rating of "marginal" or NCOs receiving one or more "needs improvement" ratings in Part IVb-f cannot receive a rating of "among the best". The following definitions will be used when completing Part Va:

Rater List 3 Future Assignments


b. RATER. List 3 positions in which the rated NCO could best serve the Army at his/her current or next higher grade.
(SEE DA PAM 623-3, PARA 3-8)
c. SENIOR RATER. Overall performance
1 2 3
+
DA FORM 2166-8, MAR 2006

- **Future Assignments: Part:** Vb: Rater lists up to three (at least two) different future duty positions (job title) in which the rated NCO could best serve the Army at the current or next grade. When the rated NCO is being reduced to a lower grade, raters may enter duty positions of the lower grade.

Vc: Senior Rater - Overall performance



a. RATER. Overall potential for promotion and/or service in positions of greater responsibility.

AMONG THE BEST | FULLY CAPABLE | MARGINAL

X

b. RATER. List 3 positions in which the rated NCO could best serve the Army at his/her current or next higher grade.

(SEE DA PAM 623-3, PARA 3-8)

e. SENIOR RATER BULLET COMMENTS

(SEE DA PAM 623-3, PARA 3-8)

c. SENIOR RATER. Overall performance

1 2 3 4 5

Successful Fair Poor

X

d. SENIOR RATER. Overall potential for promotion and/or service in positions of greater responsibility.

1 2 3 4 5

Superior Fair Poor

X

Page 2 of 2

- Senior rater evaluates overall performance by placing one computer generated, typewritten or handwritten (in black ink) "X" in the appropriate box. (Box marks should be consistent throughout the report, either all typewritten or all handwritten.) The senior rater's box marks are independent of the rater's.

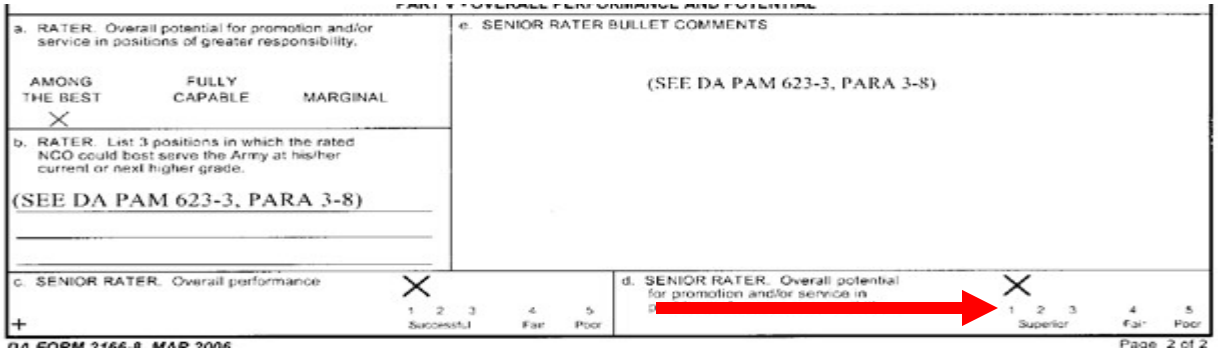
Continued - Sr. Rater Overall Performance

- The senior rater's box marks are independent of the rater's. There is no specific box mark ratings required of the senior rater based on box marks made by the rater.

Overall Performance Ratings

- **—Successful/superior.** A "1" rating represents the cream of the crop and is a recommendation for immediate promotion. A "2" rating represents a very good, solid performance and is a strong recommendation for promotion. A "3" rating also represents a good performance and, should sufficient allocations be available, is a recommendation for promotion.
- **—Fair. Represents** NCOs who may require additional training/observation and should not be promoted at this time.
- **—Poor. Represents** NCOs who are weak or deficient and, in the opinion of the senior rater, need significant improvement or training in one or more areas. Do not promote and consider for DA imposed bar to reenlistment under the Qualitative Management Program (QMP)

Vd: Senior Rater - Overall potential



a. RATER. Overall potential for promotion and/or service in positions of greater responsibility.

AMONG THE BEST | FULLY CAPABLE | MARGINAL

X

b. RATER. List 3 positions in which the rated NCO could best serve the Army at his/her current or next higher grade.

(SEE DA PAM 623-3, PARA 3-8)

e. SENIOR RATER BULLET COMMENTS

(SEE DA PAM 623-3, PARA 3-8)

c. SENIOR RATER. Overall performance

X

1 2 3 Successful | 4 Fair | 5 Poor

+

d. SENIOR RATER. Overall potential for promotion and/or service in

X

1 2 3 Superior | 4 Fair | 5 Poor

Page 2 of 2

- Senior rater evaluates overall potential by placing one computer generated, typewritten or handwritten (in black ink) "X" in the appropriate box. (Box marks should be consistent throughout the report).

- The senior rater's box marks are independent of the rater's. There is no specific box mark ratings required of the senior rater based on box marks made by the rater. The following definitions will be used when completing Part Vd:

Overall Potential Ratings

- **—Successful/superior**. A "1" rating represents the cream of the crop and is a recommendation for immediate promotion. A "2" rating represents a very good, solid performance and is a strong recommendation for promotion. A "3" rating also represents a good performance and, should sufficient allocations be available, is a recommendation for promotion.
- **—Fair.** A "4" rating represents NCOs who may require additional training/observation and should not be promoted at this time.
- **—Poor**. A "5" rating represents NCOs who are weak or deficient and, in the opinion of the senior rater, need significant improvement or training in one or more areas. Do not promote and consider for DA imposed bar to reenlistment under the Qualitative Management Program (QMP).

Ve: Senior Rater bullet comments

- When the senior rater does not meet minimum time requirements for evaluation of the rated NCO, they will enter the following statement in Part Ve: **"Senior rater does not meet minimum qualifications. "** Parts Vc and Vd will not be completed. Otherwise, bullet comments are mandatory.
- —The senior rater must address marginal ratings given in Part Va. and fair or poor ratings in Part Vc.
- —Bullet comments should focus on potential, and address performance, and/or the evaluation rendered by rater. If the senior rater meets the minimum time qualifications for evaluation, they must make bullet comments on potential and performance.

Completion of the NCO-ER

- Once the NCO-ER is complete the senior rater's responsibility is to send or designate someone to send the NCO-ER to EREC. Print the report, sign (if not electrically signed) and forward to HRC - Indianapolis within 60 days of the Thru Date of the report. Currently NCO-ERs should be submitted via the NCO-ER Upload. Information can be found at: https://www.hrc.army.mil/site/EREC/index.htm

NCO EVAL Branch POC

Email questions to: EvalQuest@erec.army.mil

Chief, Ms. Janet Markey: 317-510-3696

Asst. Chief, Mrs. Carol Bryant: 317-510-3697

(DSN: 699)

NCO-ER Online Reports:

https://www.erec.army.mil/NCO-ER_Statistical_Reports/AKO_Login.asp

NCO-ER Upload System:

https://www.hrc.army.mil/site/EREC/index.htm

HRC - Indianapolis Homepage:

https://www.hrc.army.mil/site/EREC/index.htm

END OF TRAINING

- ***This training has been developed as a tool for assisting in the preparation of NCO-ERs. You may wish to conduct this training in a class setting to further your sections knowledge and clarity on generating NCO-ERs. Do not hesitate to contact the evaluation branch at EREC for any guidance you may need. We are here to assist.***

~ HRC - Indianapolis ~

(EREC)